

U.S. FULBRIGHT ETAS/SCHOLARS/RESEARCHERS

INFORMATION REGARDING REGISTRATION WITH THE LOCAL POLICE, U.S. EMBASSY AND APPLYING FOR A RESIDENCY PERMIT

As of June 1, 2003, visas are not required for entry and stay in Serbia of up to 90 days for the citizens of selected countries, including the United States. This covers bearers of all types of U.S. passports - tourist, official, and diplomatic.

Travelers are required to declare all currency upon entry if carrying more than \$2,000 in cash, and obtain from customs officials a declaration that must be presented at departure. Failure to comply may result in the confiscation of all funds. Local ATM machines accept U.S. bank cards without any problem. Check with your U.S. bank for fees associated with using foreign ATMs.

American citizens planning to stay longer than 90 days should leave the country and re-enter; this can be done repeatedly. This **does not apply to students, or American citizens who come to work (scholars)** - they can enter the country as above, but are required to apply for either student or work visas within **three days of arrival**. The cost is Dinars 5,000 for stay up to three months, and Dinars 14,450 for a stay of ten months (April 2013).

American citizens staying in Serbia for the purpose of teaching or scientific research, are obliged to apply for temporary resident status within three days of arrival.

There are three steps U.S. scholars should take:

- Register with the Local Police
- Apply for a temporary resident status
- Register with the U.S. Embassy in Belgrade

I. REGISTERING WITH THE LOCAL POLICE

Upon arrival in Serbia, U.S. citizens/scholars, as well as **ALL** accompanying dependents, regardless of age, must register in person with the police station in their district within **24 hours of receiving a Serbian entry stamp at a border crossing or airport**. Failure to comply may result in a fine, incarceration, and/or expulsion. If you are staying in a hotel, the hotel performs this registration automatically (white temporary ID will be given to you by hotel staff). If you are renting an apartment, it is the duty of the landlord to register you and your family members at the local police station in the district in which you are staying (presence of foreigner and host required, with passport, ID card and Foreigner Registration Form). Landlords usually know this is necessary but sometime try to avoid it because they have to pay a tax, which is then passed on to foreigners. Advice: Please clarify this with your host/landlord when negotiating the price of a private accommodation.

It is important to keep your white card, or a copy of it, with you, all the time. It is the foreigner equivalent of the personal ID and the only document which state your address. You must report any change of address within 24 hours of moving.

II. APPLYING FOR TEMPORARY RESIDENT STATUS

A foreigner who will stay in Serbia for the purpose of teaching or scientific research, is also obliged to **apply for a temporary resident status within three days of arrival**. The temporary residence

permit is granted by the Ministry of Interior (i.e. district police department) in district in which the foreigner has already been registered. The permit is entered directly in the foreigner's passport.

For scholars staying in Belgrade, the temporary residence permit is granted by the Ministry of Interior (Sekretarijat unutrašnjih poslova), Savska 37, 1st floor (the floor you arrive on when you enter the building from Savska Street), first halfway on the left, first door on the left, no office number posted, just look for the long line of foreigners. Officially, applications are accepted between 9am and 2pm (Monday-Saturday) however, we would suggest arriving no later than 11am.

PLEASE NOTE THAT THE APPLICATION MUST BE FILED WITHIN THREE DAYS OF ARRIVAL, EVEN IF THE APPLICANT IS NOT IN POSSESSION OF ALL SUPPORTING DOCUMENTS. In other words, don't worry if you don't have everything ready to go the minute you step off the plane. Simply submit your application within three days to get the process started.

In order to apply for a temporary resident status, the scholars will need the following documents:

1. **Passport**
 2. **Registration from local police**
 3. **Application for temporary residency permit** provided by the Sekretarijat. This application requires local police registration cards from all applicants (scholars, as well as dependents, if applicable). Application forms are available at the Ministry of Interior. Professional visa application services are available two blocks north of the Ministry on Savska Street. The cost to have the applications typed in Serbian and printed is 400 RSD (\$5,00) per application
 4. **Letter of invitation** (in Serbian) from the Dean of the host institution addressed to the Sekretarijat explaining the purpose and duration of the stay and asking for issuance of a temporary residency permit
 5. **Birth certificate** (accompanied by an apostille certificate)
 6. **Official Public Police record report** from grantee's state of residence in the U.S.
 7. **2 photographs** (size 3,5 x 4,5cm)
 8. **Embassy letter** in Serbian confirming the purpose of stay in Serbia
 9. **Embassy letter** in Serbian confirming the medical coverage
- Upon arrival in Serbia, obtain these letters from the U.S. Embassy in Belgrade
10. **CV**
Two or three pages are sufficient. The CV must be in Serbian. You may want to use Google Translator instead of an official translator
 11. **Fee**, which is between Dinars 5.000,00 and 14.500,00 (\$60 - \$170) depending on duration of stay.

If the scholar is travelling with dependents the following additional documents are required:

1. Official copies of Birth certificates of all dependents
2. An official copy of the Scholar's marriage certificate, if applicable,

These documents must be accompanied by an apostille certificate. Apostilles are issued by the state in which the document originated. All documents, including the apostilles, must be translated into Serbian. Mr. Igor Dolovic (see below) can provide contact information for official court translators or you can find one at www.proz.com. Translator's charges range from 10-15 Euros per page.

Please note that it is your responsibility to apply for temporary resident status, but we advise you to:

- a) have your counterpart/colleague from the host institution in Serbia accompany you to the Sekretariat
- b) contact Igor Dolovic, Office Manager, **Fulbright Alumni Association**, International Academic Center, Decanska 12/I, Beograd; (mobile: 064/900 9198; e-mail: Fulbright@zaprokul.org.rs; web site: www.fulbright.org.rs) who will be happy to assist you in this process

Because the visa application must be filed within three days of your arrival in Serbia, we STRONGLY recommend that you contact Igor PRIOR to your arrival in Serbia in order to schedule a visit to the Ministry of Interior with him.

III. REGISTERING WITH THE U.S. EMBASSY IN BELGRADE

American citizens who plan to stay in Serbia longer than one month are invited to register with the Embassy in Belgrade. Registration allows the Embassy to render assistance to American citizens, locate citizens during emergency situations, and can speed the replacement of lost or stolen passports. Citizens are welcome to register in person.

Registration is easily accomplished through the State Department's Smart Traveler Enrollment Program

<https://travelregistration.state.gov/ibrs/ui/>

Embassy registration can be done online anytime.

In order to register in person with the Embassy, an American citizen needs to appear at the Consular Section, present his/her U.S. passport (as well as passports of his dependents), of which a photocopy will be taken, and fill out the registration form.

Revised on 04/12/2013 by Dida Stojanovic, CAA